

U.S. Public Health Service  
Environmental Health Officer Professional Advisory Committee  
*Draft minutes of the Meeting No. 122, June 15, 2000, Denver, CO*

**1. Call to order - CAPT Piacitelli**

The Environmental Health Officer Professional Advisory Committee (EHOPAC) meeting (122) was called to order by Chairperson CAPT Piacitelli at 3:15 PM on June 15, 2000. The meeting was held in Denver, Colorado, at the Adams Mark Hotel, Plaza Court 8. This meeting was held in conjunction with the 2000 National Environmental Health Association (NEHA) annual conference.

**ATTENDANCE OF EHOPAC MEMBERSHIP & MEMBER AFFILIATION**

CDR Clint Chamberlin, FDA - Present  
CAPT Richard Durrett, IHS - Absent  
LCDR Calvin Edwards, FDA - Absent  
LCDR Lisa Flynn, NIH - Present  
LT Vincent Garcia, IHS - Absent  
LCDR Holly Billie, IHS  
CAPT Michael Herring, USCG/HRSA - Present  
Ms. Glenda Lewis, FDA - Present  
LCDR Kevin Meeks, IHS - Absent  
LCDR Susan Muza, ATSDR - Present  
CAPT Laurie Piacitelli, CDC - Present  
LCDR Rhonda Sears, EPA - Present  
CAPT Craig Shepherd, IHS - Absent  
CDR Kelly Taylor, IHS - Present  
LCDR Donald Williams, IHS - Present  
CDR Bill Daniels, CDC - Present  
CDR Jeff Smith, IHS - Present

**ATTENDANCE OF EX-OFFICIO MEMBERSHIP & MEMBER AFFILIATION**

CAPT Thomas E. Crow, IHS, Environmental Health Chief Professional Officer - Present  
CAPT Bruce R. Chelikowsky, IHS, National Environmental Health Association and  
Commissioned Officers Association - Present  
CAPT Gary Noonan, CDC, American Academy of Sanitarians Representative - Present

**GUESTS**

CDR Dean Coppola, PSC, DCP  
CDR Michael Halko, CDC

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CDR Russell Enscoe, CDC  
CAPT John Fullen, NHDP  
LCDR Jon Schnoor, CDC  
CDR Richard Turner, USCG  
CAPT Larry Glaze, FDA  
CAPT Rick Driscoll, CDC  
CDR Thomas Hill, CDC  
LTJG Celeste Davis, IHS  
CAPT Geoff Langer, IHS  
CDR Wendy Fanaselle, FDA  
CAPT Barry Stern, HRSA

**2. Opening Remarks by the Chairperson**

CAPT Piacitelli welcomed PAC members and guests to the meeting. Jeff Smith of the Indian Health Service and Bill Daniels of the Centers for Disease Control and Prevention were introduced as two new members to the EHOPAC. CAPT Piacitelli provided an update on PAC Chair activities. She reported that the PAC Chairs, after discussions with the respective Chief Professional Officers (CPO), had identified some issues of common interest and concern regarding communication with the Office of the Surgeon General. In order to interact more effectively, a memo was drafted requesting help with developing correspondence guidelines and a document tracking system.

**3. Remarks by the Environmental Health Chief Professional Office (CPO) - CAPT Crow**

CAPT Crow welcomed our new members to the meeting. He mentioned that their formal letters of appointment have been held up in the Office of Surgeon General because of technical errors in the way the package was presented, but he anticipates that the letters will be forthcoming in the very near future.

CAPT Crow offered his congratulations to the recipients of the 2000 EHOPAC Awards: CAPT Gary P. Noonan (John G. Todd Award and Davis Calvin Wagner Award recipient), CDR Richard E. Turner (Edward (Ted) Moran Award recipient), and LTJG Celeste L. Davis (John C. Eason Rising Star Award recipient). The Awards will be presented this evening during the American Academy of Sanitarians Davis Calvin Wagner Award Reception. CAPT Crow encouraged everyone to attend the event and offer their support to our honorees. CAPT (Ret) Eason and his wife will be in attendance to present the first Rising Star Award to LTJG Davis.

CAPT Crow reported that the proposed CPO/PAC Service Ribbon that was discussed during our previous meeting was not approved by the Deputy Surgeon General, RADM Kenneth Moritsugu.

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CAPT Crow reported that the Nurse Officer PAC has developed a survey questionnaire to identify training needs for nurses deployed to disaster responses. The Office of Emergency Preparedness (OEP) will be providing basic training in general emergency response issues. However, they will be relying upon each PAC to provide category-specific technical training to their staff. He requested that CAPT Piacitelli reserve some time at some point to discuss how our PAC will propose to identify and provide category specific emergency response training.

CAPT Crow reported that four Environmental Health Officers received Exceptional Capability Promotions to Temporary O-5 and O-6. He offered his congratulations to CAPTs (Select) Joe Hughart and Paul Young and CDRs (Select) Larry Cseh and John Holland.

#### **4. Environmental Health Staffing Officer Report - CDR Dean Coppola**

The DCP homepage has posted the 2000 Temporary Grade and Exceptional Capability Promotion results. See <http://dcp.psc.gov>.

Total Corp active duty strength and primary actions as of June 2, 2000.

| Category  | Total | CAD | Inactivation | Termination | Retirements | Transfers | Total |
|-----------|-------|-----|--------------|-------------|-------------|-----------|-------|
| Medical   | 1375  | 65  | 52           | 28          | 54          | 256       | 455   |
| Dental    | 553   | 53  | 27           | 35          | 34          | 109       | 258   |
| Nurse     | 1028  | 61  | 10           | 18          | 25          | 217       | 331   |
| Engineer  | 434   | 16  | 1            | 3           | 20          | 97        | 137   |
| Scientist | 254   | 21  | 5            | 2           | 7           | 37        | 72    |
| EHO       | 349   | 13  | 2            | 2           | 5           | 62        | 84    |
| Vet       | 103   | 8   | 1            | 1           | 2           | 21        | 33    |
| Pharm     | 748   | 49  | 23           | 12          | 20          | 129       | 233   |
| Dietitian | 80    | 5   | 1            | 1           | 0           | 19        | 26    |
| Therapy   | 114   | 16  | 4            | 0           | 1           | 20        | 41    |
| HSO       | 762   | 62  | 13           | 20          | 26          | 107       | 228   |
| Totals    | 5800  | 369 | 139          | 122         | 194         | 1074      | 1898  |

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The table above was distributed to meeting participants.

RADM R. Michael Davidson, Director, DCP, wishes to stress the importance of Commissioned Corp Officers pursuing the assimilation process. Persons with questions are encouraged to contact the DCP Assimilation Coordinator in the Officer Support Branch at 301-594-3108.

RADM Davidson is leading a restructuring process in DCP to better meet PHS needs for recruitment, and improve service to Corp Officers. A Recruiting and Assignments Branch has been formed with staff from the former Officer Development Branch, Personnel Transactions staff and some of the medical applicant review staff from the Medical Affairs Branch. RADM Davidson expects the new Recruiting and Assignments Branch to meet the needs of recruiting, processing and placement of all new officers in a timely manner. Additionally, since there are no longer category staffing officers, PAC's will need to start to develop programs to prepare the officers they represent for promotion. All are encouraged to watch the Commissioned Corps Bulletin for announcements regarding this on-going effort.

Information about the new structure of Division of Commissioned Personnel (DCP) and the services they provide is available at the DCP homepage at <http://dcp.psc.gov/> scroll down the left side of the screen and click on Services and Telephone Directory.

The process of placing all Official Personnel Folders (OPF's) in electronic format is nearly complete. Officers needing assistance regarding OPF content are encouraged to seek mentorship from officers in their category.

During the above report the floor was yielded to CDR (ret.) Charles Robinson, outgoing President of the Uniformed Services Affiliate of the National Environmental Health Association (USANEHA), for an announcement. CDR Robinson announced that the USANEHA had just appointed CAPT J.T. Coyne, Interim President of their organization. A formal election for the following positions is pending;

1. President - serve immediately, term is 2 years.
2. President Elect - assume Presidency as appropriate and serve for 2 years.
3. Secretary/Treasurer - serve for 2 years

Anyone interested in this organization or serving in one of the above capacities is encouraged to contact CAPT J. T. Coyne at 760-725-6019.

## **5. Subcommittee Reports**

*NOTE: Membership on EHOPAC Subcommittees is open to all members of the Environmental Health Officer category. Anyone interested in becoming active on one of the Subcommittees should contact the Membership Subcommittee Chairperson, LCDR*

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*Don Williams, or CAPT Piacitelli. The EHOPAC Charter/Bylaws allows for a nonmember to serve as a Co-Chair of a subcommittee. We would appreciate your interest and help to insure that the category is serving your needs. Please volunteer your time and expertise.*

➤ **Membership Subcommittee - LCDR Williams**

The EHOPAC is at full strength with the addition of the new members. The call for self nominations that was printed in the Commissioned Corps Bulletin yielded 8 new applicants. Efforts are underway to allow interested officers to submit their self nominations and curriculum vitae electronically from the web site. There will also be a method for the supervisor's approval to be sent electronically. This should simplify the process and increase the applicant pool. Volunteers for the various subcommittees were distributed to the chairs of those committees.

➤ **Charter and Bylaws Subcommittee - CAPT Piacitelli**

Currently, the OSG is reviewing the charters for all the PACs for compliance with the PAC Model Charter.

➤ **Marketing and Recruitment Subcommittee - CAPT Crow for CAPT Shepherd**

CAPT Crow provided a brief report on behalf of CAPT Craig Shepherd on activities of the Recruitment Subcommittee. The Recruitment Subcommittee has spent several months searching for a vendor to produce a professional quality 10-15 minute video that can be used as a recruitment tool. The Subcommittee envisions the video as being a fast-paced summary of interviews, action shots, and location footage that will excite students and other potential candidates about possible careers as Environmental Health Officers in the Public Health Service. Interviews will be conducted with current and past COSTEP's, junior officers, people at mid and late career, and retired officers to get an idea about why they chose the PHS, what they enjoyed most about their experience, and other interesting information. The Subcommittee is discussing the project with Film Video Productions, a production company within the Department of the Interior, as a possible vendor. The anticipated cost of the production will be \$35,000 to \$40,000 dollars, approximately \$30,000 of which has already been pledged by several agencies. The Subcommittee is actively soliciting funds from other potential partners to fully fund the project. A tentative production schedule has been developed that calls for filming to begin the week of July 17 and to have a finished product in hand by the end of October 2000 so it can be used to contact potential COSTEP for Spring, 2001.

CAPT Piacitelli shared a PHS recruitment poster with the group which was recently developed from materials from the EHO recruitment CD. The poster provided information about the

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Public Health Service and the work of EHO's across the various agencies of the PHS. The poster was well received by all and thought to be an effective means of spreading the word about careers in the USPHS.

LCDR P. Young mentioned that his EPA office has streamlined the process for bringing in Co-Steps. The in-processing of Co-Steps should prove less burdensome for supervisors at his location than it has previously.

CAPT Stern offered his comments regarding the importance of personally visiting universities and recruiting undergraduate students into the Co-Step Program. He highlighted this effort as fundamentally important to the category's overall recruitment effort.

CDR Halko stated his support and pledged the continued support of NEHA toward our category's recruitment initiative.

➤ **Awards and Recognition Subcommittee - CAPT Herring**

Please refer to the CPO comments above for pertinent announcements regarding awards and recognition.

➤ **Orientation and Mentoring Subcommittee - CDR Taylor**

LCDR Taylor had prepared a PowerPoint presentation for the COA meeting and the PAC regarding the status of this subcommittee. This program was initiated in 1997 and is open to all commissioned officers and civil servants. Twenty mentor/protégée pairs from IHS, FDA, the Coast Guard, ATSDR, and CDC have been established. LCDR Taylor outlined the responsibilities and benefits to participation in this program for both the mentor and the protégée.

Any individuals interested in becoming a mentor should submit a nomination form to LCDR Taylor by email (ktaylor@albmail.albuquerque.ihs.gov) or fax (505-248-4265). Please refer to the Environmental Health Professionals of the USPHS website at <http://www.ehopac.ihs.gov/mentor.asp> for specifics on this mentoring program, contact information, and application forms.

➤ **Professional Image & Standards Subcommittee - CAPT Piacitelli for CDR Meeks**

CDR Meeks and his subcommittee have been reviewing the impact of the change in appointment standards. The appointment standards had been revised to utilize the expertise of accrediting bodies to ensure that applicants had the academic preparation to serve different OPDIVs. The review identified some difficulties with application process due to questions regarding the accreditation at the university which the applicant had attended. CDR Meeks has stated that he

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will develop a quick reference guide for staff in DCP to use when responding to questions regarding the accreditation requirements of the Environmental Health Officer Category.

➤ **Emergency Services Subcommittee - CDR Durrett**

No report was made as CDR Durrett was unable to attend.

**6. New Business**

LCDR Williams presented information regarding one of the EHOPAC members. The information had been shared with the House of Delegates by COA Executive Director Mike Lord who provided the following:

The Senate Armed Services Committee has voted out its version of the fiscal year 2001 National Defense Authorization Bill, which now awaits action by the full Senate. One of the highlights in the bill is a provision championed by the Commissioned Officers Association that provides the following:

Augmentation of Army Medical Department by reserve officers of the PHS Commissioned Corps ~ The Senate bill contains a provision permitting the Secretary of the Army and the Secretary of Health and Human Services to enter into an agreement to conduct a program under which officers of the Inactive Reserve of the PHS may be detailed to augment the Army Medical Department, subject to existing legislative authorities. This provision also requires the Secretary of the Army, in consultation with the Secretary of Health and Human Services to review existing legislative authorities and report to the Committees on Armed Services of the Senate and the House of Representatives not later than March 1, 2001 on the findings of this review and any recommendations necessary to permit enhanced augmentation by the PHS.

This provision came about as a result of a suggestion by LCDR Calvin Edwards, a COA member, who saw a role for the Commissioned Corps in augmenting the under-staffed medical component of the Army Reserve. He contacted COA with a proposal, which he developed after thorough research, to augment the Army Reserve with active duty officers. He was even prepared to be the first volunteer. COA reviewed the proposal, consulted with staff members of both the Senate and House Armed Services Committee, the Assistant Secretary of the Army for Manpower and Reserve Affairs and the Surgeon General of the Army, and modified the proposal to utilize PHS reserve officers in place of active duty

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officers (the thinking here was that most Agencies would be reluctant to release their officers to augment the Army Reserve, especially for lengthy deployments which are always possible). Thanks to LCDR Edwards, legislation is now moving forward that, if ultimately passed, may have extremely positive implications for the Commissioned Corps and in particular the Inactive Reserve.

**Next Meeting**

The 123<sup>rd</sup> meeting of the USPHS EHOPAC will be held on Wednesday, September 20<sup>th</sup>, 2000, at NIOSH, Hamilton Laboratory, 5555 Ridge Road, Cincinnati, OH. The meeting will begin at 8:30 a.m.

**Submission of Minutes**

These minutes of the 122<sup>nd</sup> meeting of the EHOPAC have been reviewed and accepted by CAPT Piacitelli, EHOPAC Chairperson and CAPT Thomas E. Crow, Chief Environmental Health Officer, and are hereby submitted as a true and accurate account of the proceedings.

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CAPT Laurie Piacitelli, M.S., CIH  
EHOPAC Chairperson

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CAPT Thomas E. Crow, M.S.E.H., R.S.  
Chief Environmental Health Officer

*EHOPAC Directory Follows*



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|               |   |                  |
|---------------|---|------------------|
| <b>EHOPAC</b> | <b>USPHS ENVIRONMENTAL HEALTH OFFICER<br/>PROFESSIONAL ADVISORY COMMITTEE</b> | <b>JUNE 2000</b> |
|---------------|---|------------------|

|                                   |                           |
|-----------------------------------|---------------------------|
| <b>Chief Professional Officer</b> | CAPT Thomas E. Crow       |
| <b>EHOPAC Chairperson</b>         | CAPT Laurie A. Piacitelli |
| <b>EHOPAC Vice-Chairperson</b>    | LCDR Lisa J. Flynn        |

| <b>FULL MEMBERSHIP LISTED BY AGENCY ALLOCATIONS</b> |                             |                           |                              |                            |
|---|-----------------------------|---------------------------|------------------------------|----------------------------|
| <b>AGENCY</b>                                       | <b>MEMBER<br/>ALLOTMENT</b> | <b>NAME OF<br/>MEMBER</b> | <b>TERM<br/>(1st or 2nd)</b> | <b>TERM<br/>(duration)</b> |
| ATSDR   | 1                           | LCDR Susan L. Muza        | 1st                          | 07/99 - 06/02              |
| CDC   | 2                           | CAPT Laurie A. Piacitelli | 2nd                          | 06/98 - 05/01              |
|   |                             | CDR William Daniels       | 1st                          | 06/00 - 05/03              |
| EPA   | 1                           | LCDR Rhonda S. Sears      | 1st                          | 03/00 - 02/03              |
| FDA   | 2                           | LCDR Calvin Edwards       | 1st                          | 07/99 - 06/02              |
|   |                             | Ms. Glenda Lewis          | 1st                          | 07/99 - 06/02              |
| HRSA  | 1                           | CAPT Michael Herring      | 1st                          | 10/98 - 09/01              |
| IHS   | 6                           | CDR Jeffrey Smith         | 1st                          | 06/00 - 05/03              |
|   |                             | CAPT Craig A. Shepherd    | 1st                          | 06/98 - 05/01              |
|   |                             | LCDR Kevin D. Meeks       | 1st                          | 10/97 - 09-00              |
|   |                             | CDR Kelly M. Taylor       | 2nd                          | 03/00 - 02/03              |
|   |                             | LCDR Donald B. Williams   | 1st                          | 12/97 - 11/00              |
|   |                             | LT Vincent Garcia         | 1st                          | 07/99 - 06-02              |
|   |                             |                           |                              |                            |

|            |         |                         |     |               |
|------------|---------|-------------------------|-----|---------------|
| At - Large | 2       | LCDR Lisa Flynn         | 2nd | 03/00 - 02/03 |
|            |         | CDR Clint R. Chamberlin | 1st | 07/99 - 06/02 |
| Pro-Temp   | up to 5 | CAPT Richard W. Durrett | N/A | 01/98-12/01   |

| MEMBERSHIP INFORMATION   |  |
|--|--|
| <b>CDR Clint Chamberlin</b> (Alternate: LCDR Laura Rabb)<br>COMDT G-WKS-2 2100 Second St. SW RM 5308 Washington, D.C. 20593<br>(202) 267 2961 Fax: (202) 267-4355 Email: cchamberlin@comdt.uscg.mil                                |  |
| <b>CDR William Daniels</b> (Alternate: ? )<br>NIOSH Denver Federal Center P.O. Box 25226 Denver, CO 80225-0226<br>(303) 844-7851 x 161 Fax: (303) 844-6282 Email: bdaniels@hrsa.gov  |  |
| <b>CAPT Richard W. Durrett</b><br>National Park Service 1100 Ohio Drive SW Washington, D.C. 20242<br>(202) 619-7070 Fax (202) 619- 7228 Email: richard_durrett@nps.gov   |  |
| <b>LCDR Calvin W. Edwards</b> (Alternate: ?)<br>HHS/PHS/FDA P.O. Box 928 Harrisburg, PA 17108<br>(717) 782-3414 Ext. 10  |  |
| <b>LCDR Lisa Flynn</b> (Alternate: CDR Shawn Googins)<br>NIH, DS, OSHB, 13 South Drive, Bldg. 13, Room 3K04, Bethesda, MD 20892-5760<br>(301) 496-3353 Fax (301) 402-0313 Email: ljflynn@helix.nih.gov                             |  |
| <b>LT Vincent Garcia</b> (Alternate: ?)<br>1395 Greg St. Suite 101, Sparks, NV 89431<br>(775) 784-5327 Fax: (775) 784-5086 Email: vincent.garcia@mail.ihs.gov  |  |
| <b>CAPT Michael E. Herring</b> (Alternate: ? )<br>HRSA-USCG, Environmental Compliance Division, Bldg 19, USCG Support Ctr,<br>Elizabeth City, NC 27909<br>(252) 335-6356 Fax (252) 335-6017 Email: mherring@suprtcenecity.uscg.mil |  |
| <b>Ms. Glenda R. Lewis</b> (Alternate: ? )   |  |



| EX-OFFICO MEMBERSHIP LISTED ACCORDING TO AFFILIATION/POSITION   |                                    |
|---|------------------------------------|
| AFFILIATION / ASSOCIATION   | NAME OF EX-OFFICIO MEMBER          |
| Chief Professional Officer  | CAPT Thomas E. Crow                |
| Previous Chief Professional Officer   | CAPT Ralph J. Touch, Jr. (Retired) |
| Previous EHOPAC Chairperson   | CAPT Richard Durrett               |
| American Academy of Sanitarians   | CAPT Gary Noonan                   |
| National Environmental Health Association   | CAPT Bruce R. Chelikowsky          |
| Commissioned Officers Association   | CAPT Bruce R. Chelikowsky          |
| Commissioned Corps Readiness Force  | CDR Thomas Fahres (Retired)        |
| EX OFFICIO MEMBERSHIP INFORMATION   |                                    |
| <b>CAPT Bruce R. Chelikowsky</b><br>Sanitarian, DFEE, IHS, 12300 Twinbrook Parkway, Suite 600, Rockville, MD 20852<br>(301) 443-1247; Fax (301) 443-5697    Email: BCHELIKO@HQE.IHS.GOV                                 |                                    |
| <b>CAPT Thomas E. Crow</b><br>Chief, Environmental Health, DEHE, IHS, 12300 Twinbrook Parkway, Suite 610, Rockville, MD 20857<br>(301) 443-1054   Fax (301) 443-7538    Email: TCROW@HQE.IHS.GOV                        |                                    |
| <b>CDR Thomas Fahres (retired)</b><br>Director, Health Services and Pastoral Care, NOAA, Ncx1, 1315 East-West Hwy, Silver Spring, MD 20910<br>(301) 713-3440 ext 186   Fax (301) 713-1541    Email: TOM.FAHRES@NOAA.GOV |                                    |
| <b>CAPT Gary P. Noonan</b><br>1600 Clifton Rd., NE, E-25, Atlanta, GA 30333<br>(404) 639-1791; Fax (404) 639-2570    Email: <a href="mailto:GPN2@cdc.gov">GPN2@cdc.gov</a>  |                                    |

| Environmental Health Officer Professional Advisory Subcommittees |              |              |
|--|--------------|--------------|
| Subcommittee   | Chairpersons | Phone Number |

|                                |                        |                |
|--------------------------------|------------------------|----------------|
| Awards and Recognition         | CDR Michael Herring    | (252) 335-6356 |
| Career Development             | CAPT Craig Shepherd    | (615) 736-2503 |
|                                | LCDR Kevin Meeks       | (405) 951-3774 |
| Charter and Bylaws             | CAPT Laurie Piacitelli | (404) 639-0554 |
| Emergency Services             | CAPT Richard Durrett   | (301) 443-1054 |
| History                        | CAPT Thomas E. Crow    | (301) 443-1054 |
| Membership/Nominations         | LCDR Don Williams      | (520) 295-2580 |
| Professional Image & Standards | LCDR Kevin Meeks       | (405) 951-3774 |
| Recruitment                    | CAPT Craig Shepherd    | (615) 736-2503 |
| Mentoring and Orientation      | CDR Kelly Taylor       | (505) 248-4263 |